



MINUTES

Avoch Primary School Parent Council

30th November 2017 | 7.00PM

In Attendance

Inga Ballantyne, Phoebe Barton, Julie Dinwoodie, Maru Fraser, Joanna Kucharczyk, Iona McMillan, Katie Munro, Kate Lackie, Stefanie Rankine, Carlyne Wilson.

Apologies

Julie Davidson, Ruth Edmonds, Jane Reid.

Minutes from last meeting

Minutes were agreed.

Updates

School Trips

P3s have a trip to the Christmas Tree Farm

P4s are going to a David Walliams production at Eden Court.

Fruit Break

The School sent an email communication out to explain Fruit Break further. It will be given more of a focus next term when there's more emphasis on health and wellbeing throughout the school.

Questionnaire

This topic will be moved to a later meeting.

Insurance

Consent forms have not yet been sent out but will be soon.

Depute Head Teacher's Report

No formal update for this meeting. Now that we are having more meetings, the Reports will be provided once a term.

- Mrs Sim is recovering well and having a phased return to work. She is in school three days per week and this will continue into next term.
- The school wish to pass on their thanks to Mairi Brindle for donating the Mascot Madness voucher which will be used during the summer fair. The Parent Council also wish to thank Mairi for her kind donation.
- A letter has been distributed to all Parents/Carers about the proposed management structure changes which may introduce a combined head teacher for Culbokie, Resolis and Cromarty. Avoch Primary is not being considered at this time but the Parent Council has been invited to a meeting to discuss the proposals.

- There are a number of outstanding issues with 'The Cabins':
 - Their lack of WiFi access
 - The Bike shed needs reinstalled but the playground will be out of service while it's done (at least a week)
 - The fencing in the playground is still in place as the area needs tarred
 - There is a steep drop at back of the Cabins. The banking will be graded so that it's less steep and grass will be planted in March

With the exception of the first item which should be resolved by Christmas, all issues should be addressed before March.

There are plans to get fob access at the end of January for the inner door of the back entrance. This will make it easier for children to gain access the main building. The only way gain access at the moment is to go the front door where Mrs Jack lets them in.

- Derek Martin, Care and Learning Manager, has been asked to look at the path down to the car park as it's notoriously muddy and slippery. Alan Bryce, the Road Safety Officer, is coming to see it on Monday to see if he can fund some improvements it as a 'route to school'.
- Culbokie Primary has been in touch to say that there are a few music lesson spaces available. The school will send out a letter to Parents/Carers to let them know.
- The school asked if the Avoch Parent Council (APC) can help with serving tea and coffee at the Carol Singing Evening. The APC are happy to assist.

Treasurer's Report

No change since last meeting.

Fundraiser's Update

General discussion about logistics of the Christmas Fair such as use of urn, set up of tables, borrowing cups etc. Need to ask for help to run the jar stall, teas and coffees etc. Everything seems to be in order. A list of raffle prizes was circulated.

Action: Check with Gail to see if we can borrow the big cards again. If not, Carlyne might have cards we can borrow.

Discos

Maru and Asia presented some excellent, new ideas and options for changing the format of the discos.

Discussions included:

- First Aid requirements
- How best to provide snacks and drinks
- Ideas for games and activities
- A ban on mobile phones
- Separate area for Parents to maximise space for children
- Hi viz vests for Parent helpers
- Requests for songs
- Emergency Contact details
- Use of water bottles
- Clarification of parent helper roles
- Questionnaire to engage with parents.

These will be discussed further at later meetings

Action: Ask Gail for contact details for the other DJs we were recommended (Iona)

Action: Ask Pupil Council for their suggestions on how to improve the discos and ask for their opinion on Maru and Asia's ideas. (Julie/Katie)

Action: Set up Maru and Asia as Facebook Administrators (Iona)

Action: Buy an APC First Aid box (tbc)

Action: Have accident forms available (Julie/Katie)

Action: Establish evacuation procedure. (Maru/Asia with school)

AOB

Play equipment

Julie to get more info about Culbokie's play equipment. There's a picture of the design and layout in the school that Julie can get. She will also email head teachers from local schools.

Find out what is allowed/sensible to get? For example, do swings have to be tied up if no adult is present/chutes need more maintenance as they have tighter rules etc.

If we know what the rules are then we can present an achievable picture to the Pupil Council.

Julie to check for quote to repair fireman's pole.

Get a small group to put ideas together to then give to Pupil Council. Maybe Pupil Council can have a visit to Drummond School /Culbokie to see what they have?

Action: Find out more about Culbokie's equipment. (Julie)

Action: After Christmas, compile an email/Facebook post to ask for assistance with looking at play equipment. (Inga)

Unicycle.

The people who ran the Black Isle Unicycle scheme are no longer doing so. The School eco committee were going to take it on but the clothes need washed/mended and the eco committee can't do this. The School are going to offer the clothes at the Christmas Fair. A slip will be sent out to ask if any Parents would be willing to continue the Unicycle scheme.

Breakfast/After school Club

Following the feasibility study about breakfast/after school clubs the school are working with the Council to solve some of the logistical and staffing issues. Julie to ask if Jackie Ross from CALA can attend a future meeting.

Action: Ask Cala to attend a future meeting. (Julie)

Payment for School Meals

Parents have raised concerns about the payment system being unreliable. Sometimes they pay for meals only to get a letter home saying that payment is outstanding. Payment cards were suggested.

Action: add to Agenda for next meeting (Iona)

Next Meetings

Tuesday 16th January, 7pm, Avoch Primary school